

Waste Disposal / Hazardous Material Handling

- Garbage and Recycling –Waste Management 800.592.9995
- Food Scrap and Composting 425.556.2897
- Fats, Oil and Grease Discharge – Assistance in removal options 425.556.2858
 - » Food service establishments are required to minimize the discharge of Fats, Oils and Grease (FOG)
- Wastewater Discharge Permits – Assistance with permits 425.556.2858
 - » Businesses discharging any substance other than typical restroom generated wastewater may be required to obtain additional wastewater discharge permits
- Wellhead Protection Program – Assistance to manage hazardous materials 425.556.2753
 - » Businesses in close proximity to drinking water wells (Wellhead Protection Zones 1, 2 & 3) must provide information and implement practices to help protect the City’s groundwater
- Hazardous Waste – King County Hazards Line 206.296.4692
 - » Businesses generating hazardous waste may qualify for a government assistance program to help properly dispose of such wastes



Information

- Transportation – streets, sidewalks, bike lanes: 425.556.2701
- Water, Sewer and Stormwater Infrastructure: 425.556.2701
- Improve business waste reduction and recycling efforts: 425.556.2832
- Water conservation programs: 425.556.2845

Other City Resources

- **ThinkRedmond.com**
Free marketing available through Redmond’s buy-local program 425.885.4014
- **GOtrip.com**
Financial incentives and online resources for employee commuting alternatives available through the Redmond Trip Resource & Incentive Program 425.556.2449

Report spills, illicit discharges, dumping or pollution

Redmond Spill Hotline
425.556.2868



Starting a Business

Business Resources in Redmond

A RESOURCE TO KEY AREAS OF RESPONSIBILITIES AND SERVICES PROVIDED BY CITY OF REDMOND



BUSINESS LICENSING AND UTILITY BILLING

Business License Information

- City of Redmond business license is required to engage in business within the city limits of Redmond
- Minimum license fee is \$91, covering the first 1,920 hours worked in the city
- Expires **December 31** of each calendar year
- Required to renew by **February 15** if business will continue in Redmond
- Non-transferable – New owners of business must apply for new license
- All non-profits are required to obtain a business license. Those providing proof of their IRS 501(c)(3) status will be exempt from the license fee
- Additional regulatory requirements for massage, carnival, pawnbroker, peddling and towing businesses
- City of Redmond does not charge a Business and Occupation (B & O) tax

- City charges admissions taxes, gambling taxes, and occupational utility taxes on applicable businesses

Washington State Master Business License may be required if you will:

- Sell goods to consumers
- Expect to earn a gross income of \$12,000 or more per year
- Have employees within 90 days
- Use a name that is different from the owner or corporation name

To apply visit:

www.dol.wa.gov/business/file.html

or call WA State Dept of Licensing at 360.664.1400

Contact Utility Billing to:

- Open or close a utility account
- Change utility account information

Download application at www.redmond.gov/businesslicense



FIRE PREVENTION

Contact Fire Prevention for help with:

- Storing or using hazardous materials such as flammable liquids, acids, compressed gases, combustible dusts, etc
- Changing the fire alarm or fire sprinkler systems
- High piled rack storage
- New construction or tenant improvements
- Changing use or occupancy classification
- Requirements for emergency evacuation drills
- Fire safety inspections
- Clarification of fire code requirements
- Required Annual Fire Code Operational Permits (based on the business's type of operation)
- Required one time Permits for tents, canopies, special events, carnivals and firework displays



- Required one time Permits for removal of Underground or Aboveground Storage Tanks (UST/AST)
- Annual Fire inspection schedule
- UL Certification of fire alarm system
- Annual confidence tests of fire alarm and fire sprinkler systems

PLANNING & COMMUNITY DEVELOPMENT



Contact Planning and Community Development for Assistance Regarding:

- Regulations for home-based businesses including Family Day Care
- Permitted land uses and whether the building, work space, or suite is an appropriate use for the proposed business
- Requirements for a "Special Use" or "Conditional Use" permit when applicable
- Parking requirements or parking studies needed for the proposed business
- Requirements on changes to any portion of the façade or exterior of the building (including changing the paint color)
- Commute Trip Reduction (CTR) program for businesses employing more than 100 employees scheduled to begin the workday between 6 and 9am

- Regulations on permanent signs including size, placement, permits and licenses
- Required building, electrical, plumbing, rack storage and/or mechanical permits to change, install or remove any walls or change existing fixtures, plumbing and/or signs*
- Any changes to an existing building, work space, or suite*

Information

Permits: 425.556.2473

***Building Plans Examiner:** 425.556.2493

Permanent Signs: 425.556.2412

Commute Trip Reduction Program: 425.556.2442

BUSINESS LICENSING AND UTILITY BILLING

City Hall, Third Floor
Monday-Friday 8:00-5:00

Business Licensing: 425.556.2193
Utility Billing: 425.556.2152

businesslicense@redmond.gov
utilitybilling@redmond.gov

FIRE PREVENTION

City Hall, Second Floor
Monday-Friday 8:00-5:00

425-556-2246

fireprev@redmond.gov

PLANNING & COMMUNITY DEVELOPMENT

City Hall, Second Floor
Monday-Friday 8:00-5:00

Planning Questions: 425.556.2494
Building Questions: 425.556.2493

Planning: planneroncall@redmond.gov
Building: plansexaminer@redmond.gov

PUBLIC WORKS

City Hall, Second Floor
Monday-Friday 8:00-5:00

425.556.2701

pwgen@redmond.gov